City of Milpitas
Approved Minutes
Telecommunications Commission
November 5, 2007

I. Call to Order & Roll Call:

Telecommunications Commission Chair Albert Alcorn called the meeting to order.

Members Present: A. Alcorn, V. Mathur, I. Munir, S. Bansal, R. Shaw, W. Lam, D. Gupta, N. Gupta, H. Tran

I.S. Staff: E. Pasion

Members Absent: S. Bilgrami,

City Council: A. Gomez

II. Pledge of Allegiance:

The members of the Commission recited the Pledge of the Allegiance.

III. Announcements:

Staff reported that the city's PRCRC was conducting a public hearing on the city's parks and invited the public for input on its future growth and development of city parks.

IV. Approval of the Agenda:

Motion to approve the agenda as submitted.

M/S   N. Gupta / R. Shaw   Ayes: 9

V. Approval of the Minutes:

Motion to approve the minutes as submitted.

M/S   W. Lam / R. Shaw   Ayes: 9

VI. Citizen's Forum:
No comments made for the record.

VII. New and Continued Business:

1. Telecom Master Plan Work Update.

Staff updated the commission on the possible dates for presenting the telecommunication master plan to the city council. The two dates in question were November 27 or December 11.

Staff noted that the meeting of November 27th may already have a heavy agenda and suggested that the meeting of December 11th would fit best for this presentation.

The commission noted that the presentation should briefly highlight the history of the technology achievements of the city and what impacts that have benefited the city and the community. The commission also noted that it should display the city's existing fiber optic network to detail the city's communications capabilities.

Motion to recommend to presenting the master plan at the December 11th city council meeting.

M/S   N. Gupta / D. Gupta   Ayes: 9

Motion to prepare the slide presentation and note, receipt and file.

M/S   N. Gupta / D. Gupta   Ayes: 9

2. MCTV staff meeting and studio update.

Commissioner Roger Shaw reported that the group had developed an evening schedule that would address the needs of training and meeting on items that would benefit the overall operations of MCTV 26. On a monthly basis, the first Monday would be dedicated to hands-on operations training of the studio and production equipment. The second and fourth Monday's would be dedicated to meeting functions of the MCTV work group to address administrative matters. The third Monday would be the commission's monthly scheduled meeting of the commission.

Chair Alcorn requested staff for a log of the administrative password logins for the studio's computers workstations.

Commissioners Hai Tran asked of the status of the network accessible drive station. Staff noted that city staff had been diverted to address and another project. Staff would be able to address the matter later in the month.

The commission also addressed the issues of archiving older programming from the video server system. Staff noted that the video server has roughly 25 hours of free space but in time the space will be all used up without removal of older programming.

The commission noted that it would need to address the storage capacity issue in order to have adequate space for future programming. Staff noted that it has kept submitted programs in storage in the event that it needed to retrieve it for future use.

Motion to approve the recommended training and meeting schedule.

M/S   V. Mathur / D. Gupta   Ayes: 9

3. October '07 Information Services Report

Staff reported on the monthly hightlights for October. Information was successful in upgrading the existing card-key entry technology. The system is now operating on a city-wide network that can track the entry history of the entry of the city's buildings. The city's building department is currently testing the use of its interactive voice recognition system.

Staff updated the commission on the technology design and integration of the new city library. Currently, the technology is in the planning phase with some basic wiring being installed. There is discussion on the city's role and long-term involvement with the library's overall technology. However, the county library system will have it own technology system in place and will ultimately be responsible for the maintenance and staff of the library technology, audio visual and security systems.

Motion to note, receipt and file.

M/S   D. Gupta / V. Mathur   Ayes: 9

4. Roundtable Discussion

No items discussed for the record.

VIII. Adjournment of Meeting:

Meeting adjourned to January 28, 2008 commission meeting.